

## CHEVY CHASE VILLAGE ELECTIONS COMMITTEE ANNUAL REPORT – 2011-12

1. The Elections Committee was established just over a year ago, in early 2011. Its five members appointed by the Village Board of Managers share considerable experience in operating state and national elections, or involvement in Village governance.
2. Because the Village Board of Managers renewal in spring 2011 resulted in five candidates for four seats, an election was organized for May 7, 2011. The newly formed Elections Committee:
  - Met with Village staff to review the procedures used in the past and the rules set forth in the Charter
  - Reviewed the Terms of Reference for the Committee prepared by the Board of Managers, to assure we covered our mandate comprehensively
  - Organized with the staff appropriate communications to the Village residents about place, time and candidates for the election, including a Special Crier edition
  - Handled one complaint related to error in local newspaper reporting
  - Organized absentee ballot procedures
  - Held the election on May 7 and managed the public counting of votes, declared the winners and notified the loser; set-up supported by Village staff
  - Held a follow-up meeting with incumbent and newly-elected Board members to assure transparent understanding of all about how officers are selected.
3. In January 2012, The Elections Committee began to prepare for the 2012 cycle: The Committee:
  - ascertained through Board President and Village Manager how many Board member terms were up (three) and how many incumbents were planning to run again (one).
  - Worked with Village staff to prepare and send communications seeking persons interested in serving on the board, and touched base with candidates to assure their availability for Annual Meeting and possible candidates forum, as well as their provision of bio-data
  - Met to organize procedures for either scenario (acclamation at Annual meeting if number of candidates equals number of vacancies OR full-scale election on May 5, if contested).
  - Remain in touch with Village staff for further developments up to time of Annual Meeting